



MANAGING GENERATORS IN MSTAT

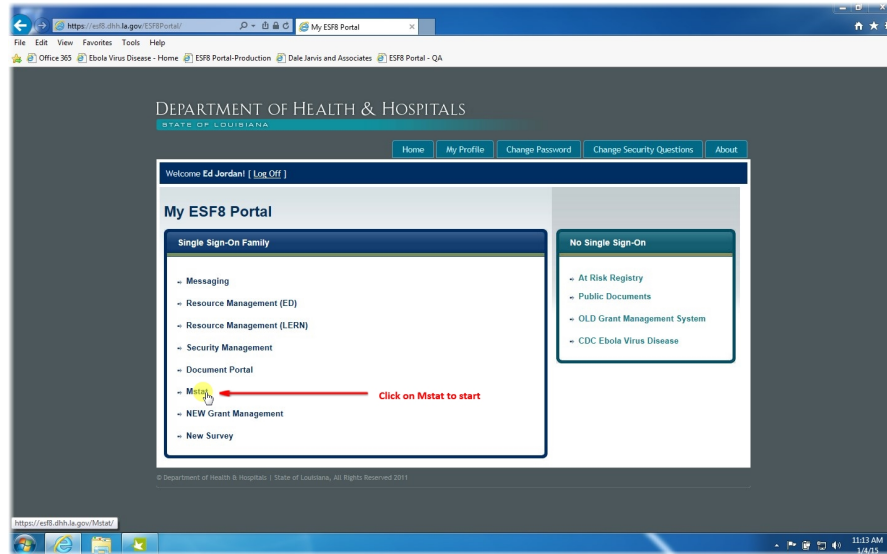
How to setup and manage generators in the Mstat application

May 26, 2015



Be prepared for the
2015 hurricane season!

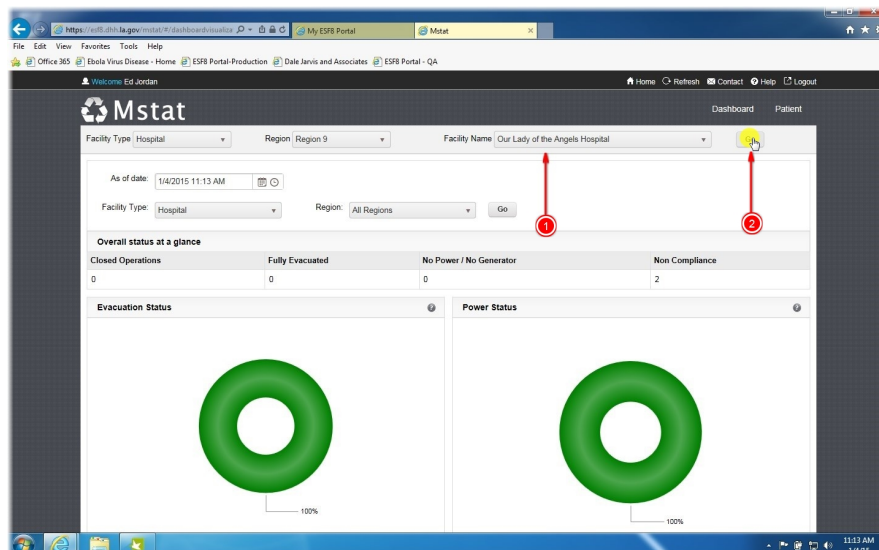
Log In to the
ESF 8 Portal and
Access Mstat



To start your process of managing the generators for your facility, click on Mstat.

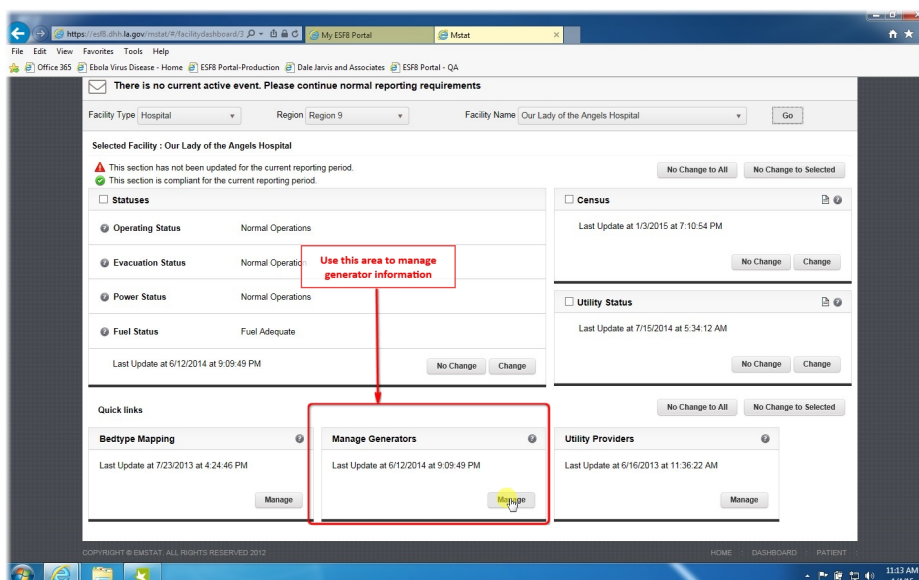
1. All generator information is accessed through Mstat
2. Power status during an event is accessed through Mstat

Multiple
Facilities



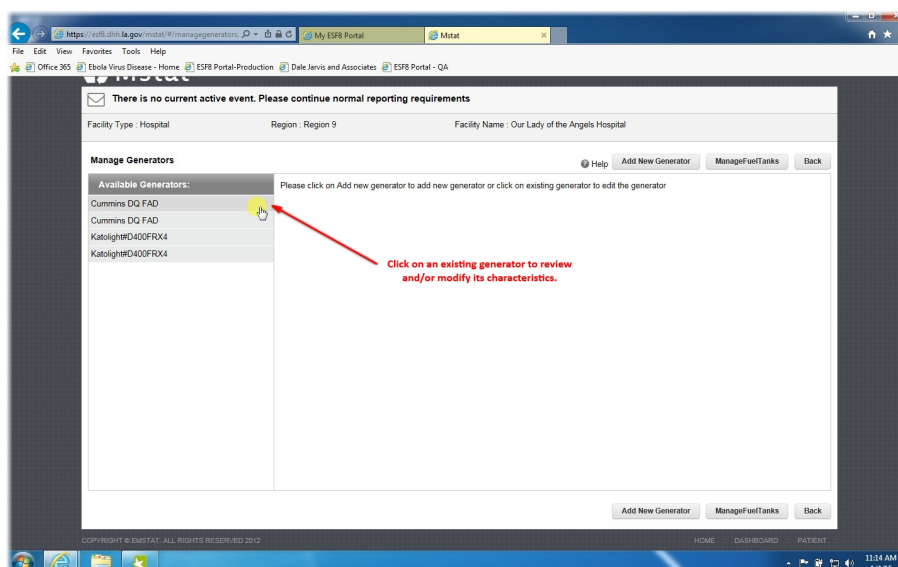
If you are assigned to multiple facilities, the opening view of Mstat will be a dashboard of the key indicators for your facility group. In order to get to a single facility to modify its status or add/change its generator information, select the facility from the "Facility Name" drop down and click "Go".

The Main Mstat Facility View



Once your facility is opened, click on the "Manage" button in the "Manage Generators" area at the bottom of the page. This is the section where you can change information on an existing generator or add a new one.

The Manage Generators View



In this view, you can:

1. Change the information for an existing generator or Fuel Tank by selecting a generator already listed
2. Add new generators and fuel tanks

Editing Generator Information

The screenshot shows the 'Manage Generators' interface for 'Our Lady of the Angels Hospital'. The 'Edit Generator' form for 'Cummins DQ FAD' is displayed. The form is divided into three main sections: Generator Information, Fuel Tanks, and Services. Red numbered circles 1 through 4 highlight the sections that must be completed for connectivity:

- 1. Generator Information (Name, Model, Operational status, Kilowatts, Burn Rate, Voltage, Display Order, Phase, Burn Rate Unit, Fuel Type)
- 2. Fuel Tanks (Inpatient Campus 433 Plaza Street)
- 3. Services (Life safety branch, Imaging/Radiology, General lighting, Elevators, General power, Food refrigeration/kitchen, Pharmacy, Information Technology)
- 4. Save button

For existing AND new generators each section to the right must be completed in order for your generator to show connectivity in the system. *If not, your facility may not be compliant during a mandatory reporting period when the application does not allow you to properly indicate facility power status.* The major sections are:

1. Generator information
2. Fuel Tank information
3. Services the generator powers in the facility

Once all sections have been completed with appropriate data, click the "Save" button.

Adding a New Generator

The screenshot shows the 'Manage Generators' interface for 'Our Lady of the Angels Hospital'. The 'Add New Generator' button is highlighted with a red arrow and the text 'Click to add a new generator'.

Click the "Add New Generator" button if you need to add a new capability. Repeat the same steps listed above.

Completing the "Add New Generator" Data

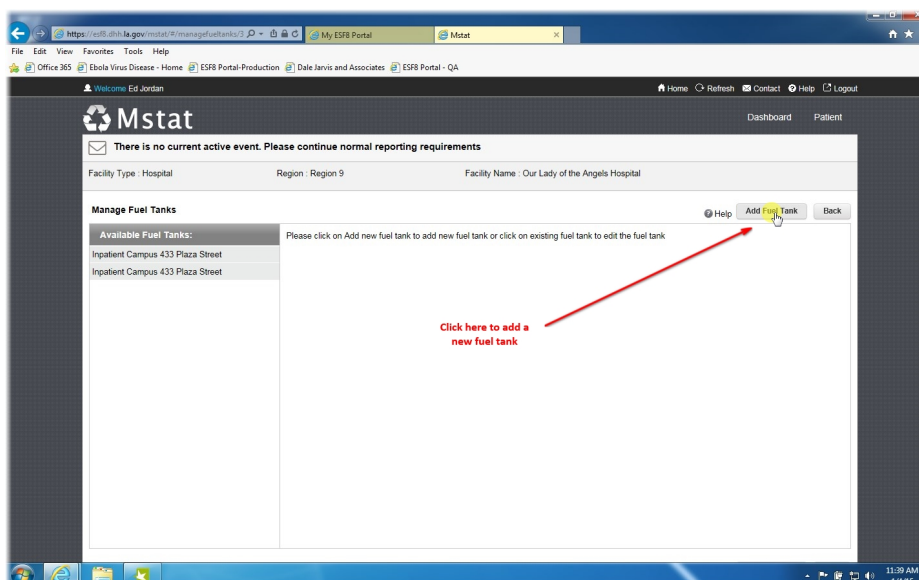
The screenshot shows the 'Add New Generator' form in the EMSTAT system. The form is titled 'Manage Generators' and includes a sidebar with 'Available Generators'. The main form fields are: Generator Name, Model, Operational (checked), Kilowatts (0), Burn Rate (0.0), Voltage (dropdown), Fuel Tanks (checkboxes for Inpatient Campus 433 Plaza Street), Services (checkboxes for Life safety branch, General lighting, General power, Pharmacy, Information Technology, Full HVAC, Partial HVAC, Food refrigeration/kitchen, Laboratory, Imaging/Radiology, Elevators, Morgue Coolers, Entire facility: Includes HVAC), Display Order (1), Phase (dropdown), Burn Rate Unit (dropdown), and Fuel Type (dropdown). A red box highlights the 'Generator Name', 'Model', 'Operational', 'Kilowatts', 'Burn Rate', 'Voltage', 'Fuel Tanks', and 'Services' sections. Numbered annotations 1 through 4 point to the 'Generator Name', 'Operational' checkbox, 'Fuel Tanks' section, and 'Save' button respectively.

Manage Fuel Tanks

The screenshot shows the 'Manage Fuel Tanks' form in the EMSTAT system. The form is titled 'Manage Generators' and includes a sidebar with 'Available Generators'. The main form fields are: Generator Name, Model, Operational (checked), Kilowatts (0), Burn Rate (0.0), Voltage (dropdown), Fuel Tanks (checkboxes for Inpatient Campus 433 Plaza Street), Services (checkboxes for Life safety branch, General lighting, General power, Pharmacy, Information Technology, Full HVAC, Partial HVAC, Food refrigeration/kitchen, Laboratory, Imaging/Radiology, Elevators, Morgue Coolers, Entire facility: Includes HVAC), Display Order (1), Phase (dropdown), Burn Rate Unit (dropdown), and Fuel Type (dropdown). A red arrow points to the 'Manage Fuel Tanks' button in the top right corner. A red text box with an arrow pointing to the 'Fuel Tanks' section says 'Click here if you need to define a new fuel tank'.

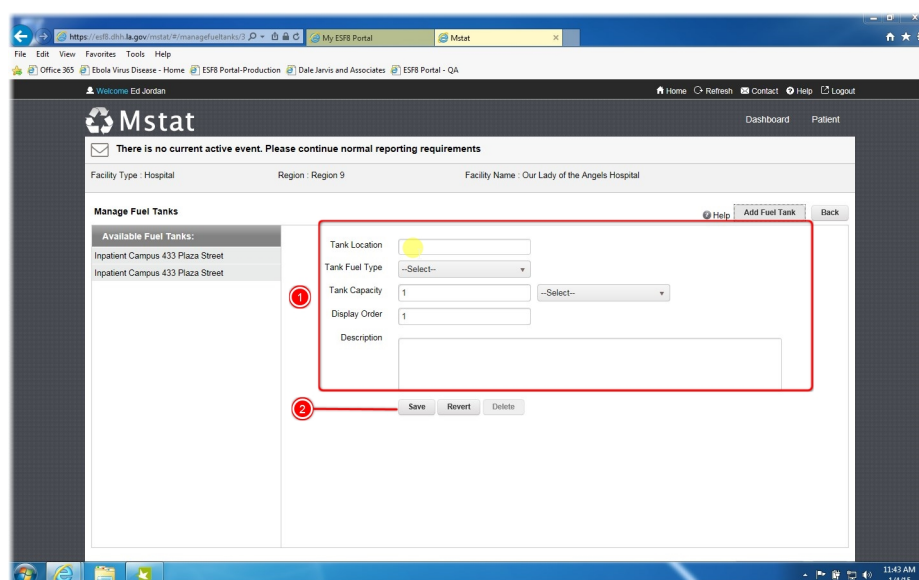
If the fuel tank for the new generator is not listed when you attempt to add the generator, first click on the "Manage Fuel Tanks" button as shown. This will open a new view in which you can add the new fuel source.

Adding a Fuel Tank



Once you open the Fuel Tank view, click on "Add Fuel Tank" to define the specific characteristics of the new fuel source.

The New Fuel Tank View



In this view, you must add the data for the new fuel tank. A short description specifying the location of the fuel tank is helpful during a response. The "Description" box can be used to add needed details as appropriate. After completing this section, click the "Save" button. Once this step is completed, the new fuel tank will appear in the list to choose from when adding the new generator.

Completing the Process

The screenshot shows the Mstat web application interface. The top navigation bar includes links for Home, Refresh, Contact, Help, and Logout. The main content area is titled 'Manage Status Types' and includes a message: 'There is no current active event. Please continue normal reporting requirements'. The interface is divided into several sections:

- Operating Status:** Includes radio buttons for Normal Operations, Limited Operations, ED Only, ED + Inpatient, and ED + Inpatient + Emergency Surgery. A red callout 1 points to the 'Limited Operations' section.
- Power Status:** Includes radio buttons for Normal Operations, Generator Power, and Intermittent Power/On Generator. A red callout 2 points to the 'Generator Power' section. Below this is a table of generators with columns for Generator name and Status. A red callout 3 points to the 'On' radio button for the generator 'Cummins DQ FAD'.
- Evacuation Status:** Includes radio buttons for Normal Operation, Shelter in Place, Partially Evacuated, Fully Evacuated, and Return to Facility. A red callout 4 points to the 'Save Changes' button.
- Fuel Status:** Includes radio buttons for Fuel Adequate, Fuel Re-fueled, Fuel Critically low - no supply, Fuel Critically low - contacted supplier, and Fuel Out. A red callout 5 points to the 'Fuel Adequate' section.

At the bottom of the interface, there is a 'Comments' section with a text area and a 'Noe at this time' button.

Once you have ensured that all of your generator information is complete (by altering existing generator data or adding a new generator), you can now easily indicate that:

1. Your facility is on generator power during an emergency. This is done by clicking the "Change" button in the Status area, indicating that you are on generator power, and
2. Selecting the generators that are operational.
3. You can optionally indicate your current fuel status. Finally,
4. Remember to click "Save Changes" when you are complete.

Congratulations! You've completed a key task in getting ready for the 2015 hurricane season or any incident that may affect your facility or your community.